

# Appendix D

[LOCAL COURT LETTERHEAD]

Administrative Order [Year] - [Number]

**SECURITY POLICY FOR COURT FACILITIES**

This administrative order is issued in accordance with Michigan Supreme Court Administrative Order 2001-1. The purpose of this order is to address the presence of weapons in court facilities.

**IT IS ORDERED:**

1. No weapons are allowed in the (*courthouse, courtroom, office, or space used for official court business or by judicial employees*). This prohibition does not apply to court security personnel in the performance of their official duties or to law enforcement officers who are transporting prisoners. The Chief Judge may authorize additional exceptions in extraordinary circumstances..

2. All persons and their belongings (unless specifically excepted) and all parcels are subject to screening by (*Sheriff's Deputies, Court officers, Security personnel*) for the purpose of keeping weapons from entering the facility.

If at any time there is an articulable and reasonable suspicion that a weapon may be found, a person or object is subject to search. The search shall be no more intrusive than necessary to protect against the dangers presented.

3. Notice shall be posted that "No weapons are permitted in this (*Courthouse, courtroom, office, or space used for official court business or by judicial employees*). All persons and parcels are subject to a search for weapons and restricted items as a condition of entry. Persons in violation of this order may be held in contempt of court."

Date: \_\_\_\_\_

\_\_\_\_\_  
CHIEF CIRCUIT JUDGE

Date: \_\_\_\_\_

\_\_\_\_\_  
CHIEF PROBATE JUDGE

Date: \_\_\_\_\_

\_\_\_\_\_  
CHIEF DISTRICT JUDGE